



The Village of Biscayne Park

600 NE 114th St., Biscayne Park, FL 33161
Telephone: 305-899-8000 Facsimile: 305 891 7241

DATE: April 5, 2019
TO: Mayor and Commissioners
FROM: Krishan Manners, Village Manager
RE: Village Update

Mayor and Commissioners:

Below are a few items to note:

- **Communications Workshop, Tuesday, April 16th at 7P.M., at the Log Cabin. PLEASE FILL OUT AND RETURN THE SURVEY SENT TO YOUR HOME SO WE CAN INCLUDE THE INFORMATION IN THE WORKSHOP.**
- **Spring Egg Hunt is scheduled for Saturday, April 20th, from 10 A.M.- 12:30 P.M. at the Ed Burke Recreation Center**
- **Hurricane Preparedness Presentation, Saturday May 11th, 12:00 A.M. at the Ed Burke Recreation Center**
- **Waste Pro Special Pick Up – Saturday, May 18th**

- **FEMA:**
We are continuing to work with the Village Attorney to prepare our appeal to FEMA. FEMA declined payment on 3 of our projects. We are appealing their decision, as mistakes were made by FEMA regarding our submission.

- **FINANCE:**
Finance and Village Staff have been providing information to the auditors for the 2018 Audit. Discussions and preparations for the FY 2020 budget have begun.

- **CODE:**
Code Officer inspected cases to ascertain compliance. Worked with residents in the field. Answered emails and responded to calls. Posted various notices at properties. Scanned documents, sent out certified mailings. Sent out reminder notices for pending fines. Assisted residents who came in to the Village office with and without appointments. Entered new cases in the system for Officer's citing and complaints from residents. Daily organization of files to assure case files are up to date. Processed Lien searches. Continued to build a relationship with the community to educate them about violations and how to resolve them accordingly.



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Public works continues to assist with trash being placed out too early. Updating our variance lists. Create and update forms as needed. Take photographs and upload into case files. Prepare agenda and type minutes following Code Board Meetings. Researched property owners for contact information. Researched rental properties. Scanning case documents into BS&A, bringing all files up to date, is completed.

Enforcement Procedural Totals:

Closed cases:	28
Total new violations opened:	40
Landlord tenant inspections:	10
Orders of enforcement:	8

New violation cases:

Address display:	1
Commercial vehicles:	1
Hurricane shutters:	1
Inoperable vehicles:	1
Junk / abandoned items:	1
Landlord tenant permit:	8
Nuisance:	1
Objects on swale:	3
Overgrown grass:	3
Painting exterior req'd:	1
Parking on unapproved surface:	2
Permit required:	2
Property structure maintenance:	1
RV/watercraft/trailers:	6
Signs:	4
Trash, garbage cans:	3
Watercraft/trailer:	3

- **POLICE:**

Police Department's Statistics for the Period

Total Cases: 28

Total Cases by Category

Alarms:	3
Assists other Police Agencies:	5
Sick/Injured:	4
Suspicious Person/Vehicle:	5



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Investigation:	0
Information/Non-Criminal Investigations:	10
Repossession:	0
Residential Burglary:	0
Vehicle Burglary:	0
Domestic Battery:	0
Hit and Run:	0
Traffic Crash:	1
Grand Theft:	0
Stolen Vehicle:	0
Petit Theft:	0
Missing Person:	0
Criminal Mischief:	0
Narcotics Arrest:	0
Fraud:	0
Identity Theft:	0
Misdemeanor Arrest	0
Felony Arrest:	0
Traffic Arrest:	0
Natural Deaths:	0

- **PARKS & RECREATION:**

The Parks and Recreation Manager worked on the Food and Tunes event and follow up with the Foundation. Continuing to work on Spring Egg Hunt preparations. Exploring new event scheduling and sponsor research. Met with Soccer Club to discuss possible Summer Soccer Camp. Coordinated fertilization of field through Ball Park Maintenance. Weekly grounds and building maintenance.

- **PUBLIC WORKS:**

Public Works replaced the Green Island Ficus and Pentas have been installed along the median on NE 6th Ave. Meeting Contractor to get quotes on sidewalk repair around the Rec Center. Set up and recorded the Regular Commission Meeting. Issued one citation for the trash pile out on wrong and courtesy notice for first time offenders. Mowed, weed eat and edge Village Hall, Church Lot, and Entrance Sign at NE 6th Ave, Griffing Park and Village Medians.

Trimmed a low tree branch at the Rec Center. Repaired crumbling edge of streets at NE 8th Ct and 115th St. Planted coco plums and trees in the median located on NE 121 St.

Watered new plants on NE 6th Avenue and repaired some broken Sprinkler heads. Cleaned out catch basin at NE 115 St and NE 9th Ave.



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ADMINISTRATION:

Manager continues to work with the Village Attorney and FEMA regarding debris reimbursement. Working on 2018 Audit, to be completed this month. Attended P&Z and Commission meetings. Working with our consultant to price employee health insurance for next year. Held weekly Staff Meeting. Assisted residents as needed.

Wishing everyone a great weekend!